LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES 1st Floor Conference Room, Oneida County Courthouse June 9, 2016

LRES COMMITTEE MEMBERS PRESENT: Ted Cushing/Chairman, Sonny Paszak, Billy Fried

LRES COMMITTEE MEMBERS ABSENT: Dave Hintz, Carol Pederson (excused)

ALSO PRESENT: Lisa Charbarneau, Jenni Lueneburg (Labor Relations/Employee Services); Mary Rideout (Social Services); Grady Hartman (Sheriff's Office); Bruce Stefonek (Buildings & Grounds/Highway); Margie Sorenson (Finance); Daleth Mountjoy (Lakeland Times)

CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS

Chairman Cushing called the LRES Committee to order at 9:30 a.m. in the 1st Floor Conference Room of the Oneida County Courthouse. It was noted that this meeting had been properly posted in accordance with the Wisconsin Open Meeting Law and meets the Americans with Disabilities Act.

APPROVE AGENDA

Motion by Paszak to approve today's agenda. Second by Fried. All members present voting 'Aye'. Motion carried.

APPROVE MINUTES

Motion by Fried to approve the minutes as presented. Second by Paszak. All members present voting 'Aye'. Motion carried.

VOUCHERS, REPORTS AND BILLS

Motion by Cushing to approve the vouchers as presented. Second by Paszak. All members present voting 'Aye'. Motion carried.

VACANCY REVIEW APPEAL

- SOCIAL WORKER Rideout reports that a Long Term Care/Adult Protective Services Social Worker position is now vacant. Rideout provided information to the Committee on the reason for the vacancy, the organizational hierarchy of the department and changes to the department when Family Care is implemented by the state. Rideout also notes that she may have another social worker vacancy later this year due to a possible retirement. Further discussion led by Rideout on the duties, training plans and funding for the position. Rideout states that her Committee of Jurisdiction hasn't approved the request yet but they allow her to come to the LRES Committee for approval first for these requests. Motion by Cushing to approve the vacancy review appeal as presented pending Committee of Jurisdiction approval. Second by Fried. Further discussion held on the vacancy request and the operations at the Rhinelander Regional office. All members present voting 'Aye. Motion carried.
- SOLID WASTE TECHNICIAN Charbarneau states this vacancy is due to a retirement in the Solid Waste Department at the end of July. The Solid Waste Department requests to not only fill this position but to allow some overlap time for the purpose of cross training. Brief discussion held by the committee. Motion by Fried to approve the request to advertise for a Solid Waste Technician. Second by Paszak. All members present voting 'Aye'. Motion carried.

RESOLUTIONS

- CREATE CORRECTIONS OFFICER POSITION Charbarneau states this resolution was already approved by this Committee and therefore, this is a final review in order for the Committee to sign the resolution and forward it on to the County Board. Motion by Cushing to approve the resolution creating the Correction Officer position as a result of getting state inmates. Second by Paszak. All members present voting 'Aye'. Motion carried.
- PLANNING & ZONING/LAND & WATER CONSERVATION MERGER: Charbarneau discussed the previous trial merger of Land & Water Conservation with the Planning & Zoning Office for one year with that year coming to a close. Discussion held by Committee with members agreeing that due to the staffing changes and shortages this past year, there wasn't sufficient time to see if the merger will really work and another year is needed. Motion by Cushing to forward the Planning & Zoning/Land & Water Conservation merger resolution to the County Board for their consideration. Second by Fried. All members present voting 'Aye'. Motion carried.

2017 STAFFING REQUESTS

Charbarneau states she will be notifying department heads regarding 2017 Staffing Requests. This is the time for department heads to renew current LTE positions and to make a request if additional staff is needed. Charbarneau states if a request asks for new staff or anything unusual, she will bring these requests to this Committee. Otherwise, annual ongoing requests will be approved and moved on. Fried discussed the need for LTE's in regards to the high volumes of scanning that need to be done throughout county departments and suggests hiring an LTE that could serve multiple departments for scanning needs. Sorenson states I.T.S. has been looking at different ideas for more efficient ways to scan and digitally retain documents.

HEALTH INSURANCE CLAIM PROCESSING 2015 & 2016

Charbarneau brought up previous discussions regarding the county health insurance's plan design and questions from Sorenson regarding claims processing. Charbarneau made many attempts to get answers from the Group Health Trust and has finally received answers to the questions presented. Charbarneau states there were big changes in the plan design from 2014 to 2015 in order to keep premiums costs down including a significant increase in the Out-of-Pocket maximum and the amount employees had to pay towards the Out-of-Pocket maximum. Charbarneau agrees that she may have incorrectly explained to Sorenson how claims are processed based on the 2014 plan design rather than the 2015 plan design. Sorenson voiced her frustrations with this error and feels all employees should be notified of the possible confusion and to clarify how claims are processed for future reference. Sorenson also feels the plan document needs to be updated and until that is done, the front of the plan document should note the amendments located at the end. Charbarneau discussed the plan document amendments and explained that some amendments were not received by her office. Fried voiced concerns with the health insurance vendor and the lack of recent customer service, and feels this should be addressed at renewal time; Cushing agreed.

CLOSED SESSION

Motion by Cushing, second by Fried to adjourn into closed session pursuant to Section 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. (Topic: Mechanic/Equipment Operator I compensation)

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Roll call vote taken with all members voting in the affirmative. Motion carried. Committee went into closed session at 9:55 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Stefonek

RETURN TO OPEN SESSION

Motion by Paszak to return to open session. Second by Fried. Roll call vote taken with all voting in the affirmative. Motion carried. Return to open session at 10:03 a.m.

In closed session, Cushing reports that a motion was unanimously approved to start the Mechanic/Equipment Operator at \$20.74 per hour.

WELLNESS/HEALTH UPDATES

None

OUT-OF-COUNTY TRAVEL

None

FUTURE MEETING DATES

Wednesday, June 22, 2016 at 9:00 a.m. Wednesday, July 13, 2016 at 9:00 a.m. Thursday, July 28, 2016 at 10:00 a.m.

FUTURE AGENDA TOPICS

Employee Appreciation Ice Cream Social

PUBLIC COMMENTS

None

ADJOURNMENT

Motion by Cushing to adjourn. Second by Fried. All members present voting 'Aye'. Motion carried. Meeting adjourned at 10:11 a.m.

Ted Cushing, Chairman

Date / 22/16

Jennifer Lueneburg, Committee Secretary

Date